

**AT A REGULAR MEETING OF THE MONTGOMERY COUNTY PUBLIC SERVICE
AUTHORITY, HELD ON THE 2ND DAY OF MAY 2011, 7:00 P.M., COUNTY
ADMINISTRATION CONFERENCE ROOM, MONTGOMERY COUNTY GOVERNMENT
CENTER, CHRISTIANSBURG, VIRGINIA:**

PRESENT:	Gary Creed	-Chair
	John Muffo	-Vice Chair
	Mary Biggs	-Secretary –Treasurer
	James Politis	-Member
	William Brown	-Member
	Doug Marrs	-Member
	Robert C. Fronk	-PSA Director
	Linda Pendleton	-Secretary to PSA Board
	Karri Cridlin	-Secretary to PSA Board
	Craig Meadows	-County Administrator
	Marty McMahon	-County Attorney
	Malvin Wells	-Planning Commission
ABSENT:	Annette Perkins	-Member

CALL TO ORDER

Chair Creed called the meeting to order and determined that a quorum was present.

PUBLIC ADDRESS SESSION

There were no comments from the public.

CONSENT AGENDA

On a motion by Jim Politis, seconded by William Brown, and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the Consent Agenda, dated May 02, 2011.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		Annette Perkins
James Politis		Mary Biggs
William Brown		
Doug Marrs		
Gary Creed		

**APPROVAL OF MINUTES
DATED MARCH 07, 2011**

On a motion by Jim Politis, seconded by William Brown; and carried; IT WAS RESOLVED, that the Public Service Authority hereby approves the minutes dated March 07, 2011.

Ms. Biggs arrived after the consent agenda was approved.

PSA FY 2012 BUDGET

The draft 2012 budget was presented for review and discussion. After discussion it was a consensus of the PSA Board to move forward with the 2012 Budget as presented by the Director.

FINANCIAL REPORT

The Financial Report for the period ending April 30, 2011 was presented for review and discussion.

DIRECTORS REPORT

The Director's Report included the following items:

1. Monthly Activities Report
The April 2011 report is attached for review.
2. Yellow Sulphur Road Water Loss
During a review of PSA water sales and purchases, it was determined that there was a discrepancy of about 40,000 gallons a month between purchases and sales for this system. This water system is along Jennelle and Yellow Sulphur Roads which is also the jurisdictional boundary with the Town with the northern side of the road within the Town and the western and southern side of the road in the PSA's water service area. Water is purchased from the Town of Blacksburg and the PSA currently has 7 accounts in the system. Blacksburg also has several customers connected to the PSA water line. Staff members from the Town and PSA met on-site to evaluate and as the first step checked the Town's billing records. Upon review, it was determined that the Town had not been deducting the Town's customer volumes/sales from the bulk volume billed to the PSA. Evaluation of billing records indicated that the PSA had been over-billed \$9,895.64. The Town will issue this as a credit towards the PSA April and May 2011 water purchases.
3. Christiansburg/Elliston Water System Leak
During the ongoing leak study in the Christiansburg/Elliston Water System, PSA staff discovered a significant water leak along Old Roanoke Road in the Lafayette area. It is estimated that this leak is in the range of 30,000 to 50,000 gallons per day. Elimination of this leak required installation of seven road crossings at a cost of about \$12,000.
4. Exit 109 Rest Area Sewer
VDOT was contacted to review the existing sanitary sewer crossing of I81 that currently serves the northbound I81 rest area at Exit 109. Past review of this sewer indicated that it has significant Inflow and Infiltration (I&I). This sewer could possibly serve the proposed developments along Tyler Road on the south side of I81. VDOT is reviewing the sewer system to determine its existing condition and required repairs. We will review options relative to ownership of this sewer after VDOT completes the evaluation.
5. Ironto Water Line Extension
This project has been underway for several months and construction is approximately 75% complete. The project was started prior to acquiring all the water line easements. The water line was constructed to the edge of a property owned by the Virginia Department of Conservation and Restoration (DCR) prior to acquisition of the water line easement. A draft easement had been prepared by DCR which contained a paragraph stipulating that the PSA would have to relocate the water line at its cost anytime DCR directed. Due to the potential cost for relocating the water line, the engineer was informed that the PSA could not accept the draft easement document as long as it contained the water line relocation provision. The engineer was requested to develop options to address the situation.

6. Position Advertisement

On April 6, 2011, one of the recently hired sewer operators resigned about a month after starting. Since the Wastewater Manager position was only temporarily filled, we decided to advertise for this position since we now have an open slot in the sewer section. Interviews are planned for the week of May 2.

When the Wastewater Manager position originally opened, we also had two openings in the sewer section and decided to temporarily fill the Wastewater Manager with an internal employee and fill the two operator positions. This allowed the employee temporarily assigned to the Wastewater Manager position time to learn the duties. We will need to advertise for another sewer operator if the internal employee is selected to permanently fill the Wastewater Manager position.

7. Plum Creek Sewer Pump Station Upgrade

We have been experiencing numerous operational problems for several years at the Plum Creek pump station. This station operates on single-phase electricity which was all that was available when this station was built in 1986. The electrical supply, age and discharged debris appear to be the main cause of the numerous problems. We are experiencing regular pump stoppages and power failures that result in excessive maintenance, emergency callouts for PSA staff and sewer overflows.

We have evaluated an upgrade of the pump station and are planning the work so that half will be done under the current budget year (FY11) and the remainder under the next fiscal year (FY12). This upgrade will be funded from remaining maintenance funds in the current year's budget (FY11) and maintenance funds in the next year's budget (FY12).

8. ISO Review

The Insurance Services Organization (ISO) is conducting a review of the Town of Blacksburg. This review will set the insurance rating for the Town. The review included the Blacksburg Fire Department's area of operation which extends into the Prices Fork area of Montgomery County. The Director met with the ISO Inspector on April 4, 2011 to present PSA water system information relative to firefighting operations.

9. Loader/Backhoe RFP

An Invitation to Bid was issued with a due date of April 28, 2011 for a Loader/Backhoe to replace the existing PSA Loader/Backhoe. The bid is for a machine sized to handle all expected maintenance activities and includes a three year payment option.

The existing PSA Loader/Backhoe is a 1992 John Deere 310J Model with approximately 4,100 hours. This machine will be kept as a backup and for off-site material loading.

10. Huckleberry Ridge Project

The Director briefly discussed utilities to serve the Huckleberry Ridge project and purchase agreements with the Radford Arsenal, Blacksburg, and Christiansburg.

AUTHORITY MEMBERS' REPORTS

There were no reports from Board members reports.

INTO CLOSED MEETING

(In at 7:40 p.m)

On a motion by William Brown, seconded by Mary Biggs, and carried; IT WAS RESOLVED, that the Public Service Authority hereby enters into Closed Meeting for discussion of the following:

Section 2.2-3711

- (1) Discussion, Consideration, or Interviews of Prospective Candidates for Employment; Assignment, appointment, Promotion, Performance, Demotion, Salaries, Disciplining or Or Resignation of Specific Officers, Appointees or Employees of Any Public Body

1. Director's Evaluation

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		Annette Perkins
James Politis		
William Brown		
Doug Marrs		
Mary Biggs		
Gary Creed		

OUT OF CLOSED MEETING

(Out at 7:55 p.m.)

On a motion by James Politis, seconded by John Muffo, and carried; IT WAS RESOLVED, that the Public Service Authority ends their Closed Meeting to return to Regular Session.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		Annette Perkins
James Politis		
William Brown		
Doug Marrs		
Mary Biggs		
Gary Creed		

CERTIFICATION OF CLOSED MEETING

On a motion by James Politis, seconded by John Muffo, and carried; IT WAS RESOLVED, that the Public Service Authority of Montgomery County has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Public Service Authority does hereby agree, that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the meeting to which this certification resolution applies; and (ii) only public business matters as were identified in the motion conveying the Closed Meeting were heard, discussed or considered by the Authority.

The vote on the foregoing motion is as follows:

AYE	NAY	ABSENT
John Muffo		Annette Perkins
James Politis		
William Brown		
Doug Marrs		
Mary Biggs		
Gary Creed		

ADJOURNMENT

There being no further business, the Chair adjourned this meeting to the next meeting scheduled for June 06, 2011